



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Matt Mitzen, Treasurer
City Political Action Committee
(City PAC)
P.O. Box 1198
Chicago, IL 60690

APR 18 2001

Identification Number: C00187526

Reference: Year End Report (11/28/00-12/31/00)

Dear Mr. Mitzen:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your calculations for Line 7, Column B of the Summary Page and 30 and 31, Column B of the Detailed Summary Page appear to be incorrect. Please provide the corrected totals on the Summary and Detailed Summary Pages.

-Your calculations for Line 8 appear to be incorrect. Cash-on-hand at the close of the current reporting period should always equal the closing calendar year-to-date cash-on-hand amount. Please provide the corrected total on the Summary Page.

-Commission Regulations require that a committee disclose the identification of all individuals who contribute in excess of \$200 in a calendar year. (11 CFR §104.3(a)(4)(i)) Identification for an individual is defined as the full name, mailing address, occupation and name of employer. (11 CFR §100.12) Your report discloses contributions from individuals for which the identification is not complete.

You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the information. To establish "best efforts," you must provide the Commission with a detailed description of your procedures for requesting the information. Establishing "best efforts" is a three-fold process.

CITY POLITICAL ACTION COMMITTEE (CITY PAC)

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First, your original solicitation must include a clear and conspicuous request for the contributor information and must inform the contributor of the requirements of federal law for the reporting of such information. (11 CFR §104.7(b)(1))

Second, if the information is not provided, you must make one follow-up, stand alone effort to obtain this information, regardless of whether the contribution(s) was solicited or not. This effort must occur no later than 30 days after receipt of the contribution and may be in the form of a written request or an oral request documented in writing. (11 CFR § 104.7(b)(2)) The request must:

- clearly ask for the missing information, without soliciting a contribution;
- inform the contributor of the requirements of federal law for the reporting of such information, and
- if the request is written, include a pre-addressed post card or return envelope.

Third, if you receive contributor information after the contribution(s) has been reported, you shall either a) file with your next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before your next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR §104.7(b)(4))

Please provide the missing information or a detailed description of your procedures for requesting the information. For more information on demonstrating "best efforts," please refer to the Campaign Guide.

-On Schedule A supporting Line 11(a)(i) of the Detailed Summary Page, your report disclosed contributions from individuals that omit the aggregate year-to-date totals. Please amend your report by supplying the information.
11 CFR §104.3(a)(4)(i)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports

CITY POLITICAL ACTION COMMITTEE (CITY PAC)

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Analysis Division). My local number is (202) 694-1130.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Walker". The signature is stylized with a large initial "S" and a long horizontal stroke at the end.

Scott Walker

Reports Analyst

Report Analysis Division

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CityPAC**ID No C00187526****Response to letters from FEC
regarding reports for 9/30/00,
election and 12/31/00****CASH RECEIPTS**

Date	Original Amount	Adjustment	Corrected	Cumulative
29-Feb-00	1,705	16	1,721	1,721
31-Mar-00	1,120	50	1,170	2,891
30-Jun-00	-	337	337	3,228
30-Sep-00			803	4,031
27-Nov-00			19,684	23,715
31-Dec-00			7,927	31,642

CASH DISBURSEMENTS

Date	Original Amount	Adjustment	Corrected	Cumulative
29-Feb-00	9,716	286	10,002	10,002
31-Mar-00	11,249	57	11,306	21,308
30-Jun-00	9,128	(4)	9,124	30,432
30-Sep-00			24,429	54,861
27-Nov-00			14,361	69,222
31-Dec-00			9,986	79,208

C-00187526

Federal Election Commission
999 E. St NW
Washington, DC 20463

September 15, 2000

Re: City Political Action Committee (CityPAC) 36-3325547

Dear Sir or Madam:

Attached please find additional Schedule B - Itemized Disbursements details for CityPAC for the six months ended December 31, 1999, the two months ended February 29, 2000 and the one month ended March 31, 2000. Also attached is a work sheet detailing the "As Originally Filed" and "As Adjusted" totals for these periods. These adjustments will bring the account balances to their correct totals as of June 30, 2000 for our accounts.

As you will note from the attached Schedule B's, the primary source of the expense differences was bank service charges reported on the bank statements but not originally taken into account by the preparer of the FEC Form 3X. The majority of these charges were credit card charges imposed on deposits made during the periods reported on. In addition, there are a few minor disbursements from a secondary account that we closed in February, 2000. These disbursements also were not taken into account by the preparer of the Form 3X.

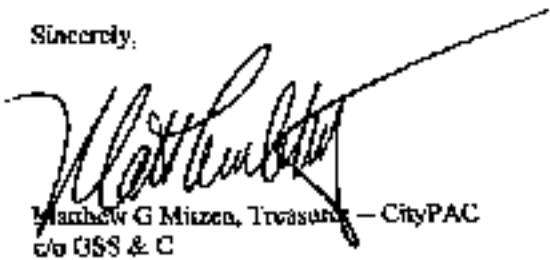
Cash receipts were overstated and understated for these periods. Interest earned was not reported. This interest was earned on the secondary account mentioned above and on certificates of deposit owned by the PAC during the period. Unreported interest income amounted to \$57 in the six months ended December 31, 1999, \$16 in the two months ended February 29, 2000, \$50 in the month ended March 31, 2000 and \$337 in the three months ended June 30, 2000. Cash receipts were overstated in the six month period ended December 31, 1999 by \$3,600. Without performing a detailed analysis of the underlying records supporting each deposit, it is not possible to determine which deposit or deposits were overstated, or which contributors (if any) had their contributions overstated in the Cash Receipts Schedule attached as part of Form 3X. As discussed below, at the time of the deposits and the preparation of the form, we employed a part-time Executive Director, whose responsibilities included tracking deposits for reporting purposes. Our primary annual fundraising event was held July 7, 1999, shortly after hiring our Executive Director. This event resulted in numerous pledges, which were followed by cash and credit card payment. We believe that the omission of hiring the Executive Director combined with our annual fundraising dinner led to certain of the contributions being double counted when it came time to prepare the Form 3X.

The circumstances leading to the underreporting of these expenses have been corrected. First, the secondary account has been closed, and the disbursements are now centralized. Second, we have hired a full-time Executive Director whereas the previous director was part-time. The disbursements reported in the period ended June 30, 2000 report are full and complete, including all bank charges incurred during the three month period.

We apologize for any inconvenience this may have caused. We believe that the situation has been corrected, and, henceforth, reports issued by CityPAC to the FEC should be complete, accurate and all-inclusive.

Should you have further questions, feel free to contact our President, Peter Friedman, or myself. Peter's address is c/o Holland & Knight LLP, 55 W Monroe, Suite 800, Chicago, Illinois 60603. My address is below. Thank-you in advance for your understanding and cooperation in this matter.

Sincerely,



Matthew G. Mizzen, Treasurer - CityPAC
c/o GSS & C
225 W Washington, Suite 400
Chicago, Illinois 60606

CityPAC Schedule of Form 3X Adjustments
Six Months Ended December 31, 1999,
Two Months Ended February 29, 2000 and
One Month Ended March 31, 2000

Period and/or description	As Originally Filed	Adjustment	As Adjusted
Cash balance at July 1, 1999	51,492		51,492
<u>Activity -- 6 months to 12/31/99</u>			
Cash receipts	80,701	(3,543)	77,158
Cash disbursements	<u>(49,940)</u>	<u>(1,844)</u>	<u>(51,584)</u>
Balance 12/31/99	82,253	<u>(5,187)</u>	77,066
<u>Activity -- 2 months to 2/29/00</u>			
Cash receipts	1,705	16	1,721
Cash disbursements	<u>(9,716)</u>	<u>(286)</u>	<u>(10,002)</u>
	74,242	<u>(270)</u>	68,785
<u>Activity -- 1 month to 3/31/00</u>			
Cash receipts	1,120	50	1,170
Cash disbursements	<u>(11,249)</u>	<u>(57)</u>	<u>(11,306)</u>
	<u>64,113</u>	<u>(7)</u>	<u>58,649</u>
<u>Activity -- 3 months to 6/30/00</u>			
Cash receipts	-	337	337
Cash disbursements	<u>(9,128)</u>	-	<u>(9,128)</u>
	<u>54,985</u>		<u>49,858</u>
		Rounding	<u>4</u>
			<u>49,862</u>
Cash Balance:			
Money Market Account			7,074
Checking Account			<u>42,788</u>
			<u>49,862</u>

Federal Election Commission

**ENVELOPE REPLACEMENT PAGE
FOR INCOMING DOCUMENTS**

The Commission has added this page to the end of this filing to indicate how it was received.

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<u>Jim V</u> PREPARER	<u>5-1-01</u> DATE PREPARED